

**DATE:** October, 2004

**TO:** Authorized Representative/Food Service Director

**FROM:** Dean Flaws, Commodities Consultant

**SUBJECT:** 5C (Nov./Dec.) Release

**PLEASE ROUTE TO FOOD SERVICE DIRECTOR**

1. **5C Order Form.** Enclosed in this mailing you will find the third Commodity Order form for the 2004-05 school year. The third shipment of commodities 2004-2005 school year is being planned to start the week of Nov. 15. The delivery cycle takes approx. 5 weeks.
2. **Internet Ordering** is available for 5C. Go to the Internet address: [www.edinfo.state.ia.us](http://www.edinfo.state.ia.us), and enter your ID and password on the screen. Then click the submit button. **CLICK** Commodities on the Application menu screen. Now you have two options: General Information or Commodity Order Form. Select Commodity Order Form and click the GO button. Instruction booklets and videos are available by calling this office.
3. **Deletions for 5B:**
  - a.) Turkey Breast Deli – productions delays
  - b.) Cut up chicken – production delaysThe cut-up chicken will be available for 5D (Jan.) deliveries while the turkey breast deli will be available for 5C (Nov./Dec.) deliveries.
4. **Anticipated Dates when Commodity order form will be up and on the web:**

5A	Aug/Sept. Delivery	May 14 (Done)
5B	October Delivery	Sept. 1 (Done)
5C	Nov./Dec. Delivery	Oct. 11
5D	January Delivery	Dec. 1
5E	Feb./Mar. Delivery	Jan 17
5F	April Delivery	March 1
5. **Deliveries short/damaged:** When commodities arrive at your school, the product unloaded should be carefully counted and checked to make sure you are receiving the correct amounts. If you discover a shortage or any damage, make sure the driver makes a note on the warehouse release and initials it. **You must have a driver's signature indicating a problem on your delivery, before any adjustment can be made on your billing.**

**6. Warehouse Rates for 2004-05**

Handling and Storage	\$1.33 per case
Dry storage rate for each additional month	.20 per case
Refrigerated storage for additional months	.35 per cwt. gross
Freezer storage for additional months	.58 per cwt. gross
Admin fees for processed commodities	.18 per case
Split Delivery charges – In Town	38.00
Out of Town	63.00

- 7. Iowa Food and Distribution Program.** If you need additional information, commodity values, or forms for the Commodity Food Distribution programs, please visit our web site at:  
<http://www.state.ia.us/educate/ecese/fn/commdist/>.

- 8. Processed Commodity Food Items for 2004-2005.** All food items coded 2500 or above are processed food items and are an extra cost to your school district. You will be allocated one (1) of each item for all processed foods coded 2500 or above. If you **do not** want this product, you must put a "0" in the amount wanted column. You **do not** have to take these processed food items. Please note that there is a difference between the commodity value and the price of each item. The commodity value is the amount in each unit of product that is deducted from your school entitlement, unless it is a bonus commodity. The price of each item is the cost of the finished processed product. The school cost does not include the per case shipping and handling fee charged by Keck, Inc. for each case of product shipped. These are all optional products. The costs will be included in the amount you pay Keck, Inc. There will be **no** separate billings for processed products.

**9. Commodity Phone Numbers:**

a.) Dean Flaws, Commodity Consultant	515-281-4032
b.) Mary Jo Clark, Commodity Assistant	515-281-4751
c.) Julia Thorius, Bureau Chief	515-281-4757
d.) Janelle Loney, Bureau Secretary	515-281-5356
e.) Jenni Arnold, Admin. Asst. Keck, Inc.	515-244-5631
f.) Jack Barrow, Des Moines Cold Storage	515-262-6560
g.) Eldon Reinhart, Mason City Cold Storage	641-424-8369
h.) Amy Peister, Cloverleaf, Sioux City	712-279-8019

- 10. If your school needs any of the following commodity booklets,** please let Mary Jo or myself know:

- "Commodity Processor Fact Booklet" (2003-04)
- "Single Inventory" booklet
- "Commodity Ordering by Internet"
- "Commodity Processor Fact Booklet Inserts (2004-05)"

- 11. The commodity assistance rate has been established for the 2004-05 school year.** The new rate is \$.1725 per meal which is the basis for you figuring your entitlement for this school year. To figure your entitlement you need to do the following:

$$\begin{aligned} & \text{Average Daily Participation (ADP) (Jan. 2004, Data)} \\ & \text{X Meal Rate (2004-05 rate) = .1725} \\ & \text{X \# of School Days (180)} \\ & \text{=Entitlement} \end{aligned}$$

- 12. The State of Iowa has sent NFD milk** to the GAGE Company, General Mills, Eastside Entrees and Schrieber Cheese Company. If you receive products from these vendors, talk to your local distributor to see if you can purchase any food items with NFD milk in them, at a discounted price or a rebate.
- 13. The Iowa State Commodity Advisory Council** meets in Johnston on Friday, Oct. 15<sup>th</sup>. If you have any questions or concerns please contact your local member. Sharon,Cue, Boyer Valley, has retired and a replacement was found in Lisa Emerson from Osage. She will begin her 3 year commitment on Oct. 15<sup>th</sup>. We wish Sharon the best in her retirement and a big “Thank You” for serving on the council. The 2004-05 members are:

Connie White, Davis County CSD	641-664-2200
Stephanie Dross, SE Polk CSD	515-967-6641
Denise Bridges, Atlantic CSD	712-243-5369
Nann Canfield, Regis Middle School	319-363-1968
Edie Hambright, Iowa Falls CSD	641-648-6440
Suzy Ketelsen, Cedar Rapids CSD	319-398-2000
Candy Anderson, South Hamilton CSD	515-827-5418
Marlene Minear, Ankeny CSD	515-965-9629
Terri Denkman, Wilton CSD	563-732-2613
Amy Lien, Forest City CSD	641-585-2324
Lisa Emerson, Sacred Heart-Osage CSD	641-732-3428

Sincerely,

Dean Flaws, Commodities Consultant (515-281-4032)  
Mary Jo Clark, Commodities Assistant (515-281-4751)  
Bureau of Nutrition Programs and School Transportation

Enclosures